



---

# NEW MEMBERS GUIDE

---

*Come  
on in*



# Dear Member

Congratulations on joining Equity, a union with a long, proud history of successfully working for its members. Your voice is now added to that of the 40,000 professionals who also have an Equity card.

Equity and its members share the tradition of supporting each other. Our strength derives from our having members across all areas of the industry – recorded media and live performance. This enables Equity to be truly representative when negotiating pay and working conditions, lobbying for increased support for the arts and campaigning on behalf of you and your fellow members.

Equity excels at offering support and advice to members and members excel at getting involved and supporting our work. All of this starts here.

In this Guide you will find:

- information on how to make an impact - it's your union,
- who's who in Equity,
- a breakdown of the wide range of services you are entitled to use and how to access these,
- advice on health and safety which will help protect you when you are working,
- lots of other useful information about the union and being a member.

Welcome to your union! I am delighted you have joined us. I am sure you will get a lot out of it and I look forward to meeting you at some of our activities.

**Christine Payne**

*General Secretary*



# Contents

Your union	<b>4</b>
Your voice	<b>6</b>
Your role	<b>9</b>
Your support	<b>11</b>
Your campaign	<b>16</b>
Your next job?	<b>17</b>
Your safety	<b>18</b>
- <i>Electrical Equipment Safety</i>	<b>24</b>
Your contacts - H & S	<b>27</b>
Your student membership	<b>28</b>
Your contacts - Equity	<b>30</b>
Your network	<b>32</b>
Your notes	<b>34</b>

## Photo credits

General Secretary, Mark Thomson	2
Voting, Phil Adams	5
Campaigning, Phil Adams	7
Thames Variety Branch at Covent Garden Piazza, Phil Adams	8
Student member, Phil Adams	9
Audiobooks:	
a dialogue for the future, Mark Thomas	10
Open Doors group shot, Phil Adams	15
Cameraman and group of performers, Actors Centre	17
Stage manager, Phil Adams	19
North East of England General Branch, Phil Adams	21
London Pride, M Beckmann	23
Band set-up, BigStock	25
Catwalk, Helen Johnson	26
Student members event, Phil Adams	29
Group of members, South West England, Phil Adams	33

Design by arc172

E: [hello@arc172.com](mailto:hello@arc172.com)

W: [www.arc172.com](http://www.arc172.com)

# Your Union

**Equity is the UK trade union for professional performers and creative practitioners. As a leading industry organisation, Equity is known and respected nationally and internationally for the work we do with, and on behalf of, our members working across all areas of the entertainment industry.**

Equity members form a cultural community that is of major importance to the UK in artistic, social and economic terms and Equity supports them by negotiating their working terms and conditions including fee structures with all kinds of employers and employer's groups. Our 5,000+ Student Members are also able to access information and advice to help prepare them for work in the industry.

The union has a team of full-time staff in offices across the UK who have a wealth of experience and expertise when it comes to advice and representation. They are able to deal with the issues raised by members working in all areas of the industry whether it be a major feature film, a theatre-in-education show, voice -overs, a circus act, modelling or any other live or recorded work.

We are a campaigning and organising union and proud of our strong record of taking the things that matter to our members to parliament and other national and international centres of influence. Being part of Equity gives members a voice and recognition in these places.

Members are at the heart of all the union's activities and by getting involved they drive forward our work.

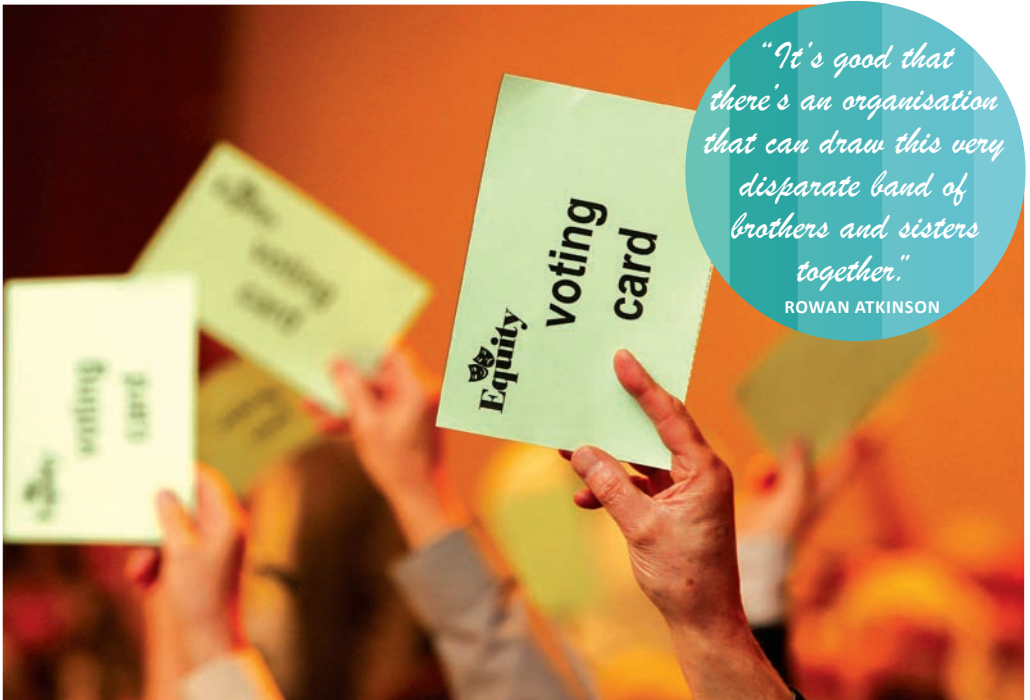
Set up in 1930 by a group of artists, Equity has, over the decades, had many landmark moments which have made the industry a better place for our members to work. We have brought about fair payments and fees for artists; health and safety regulation; an outstanding royalties and residuals structure; members' pension and insurance schemes; supported individuals and groups of members; taken a stand on their behalf and made a difference in countless ways. The union continues to be committed to working with members to protect their rights, promote their employment, support their interests and provide relevant services long into the future.

---

***"The very nature of entertainment and theatre is that almost anywhere can be a venue and almost anyone can be an employer, or self-employed. It's an extraordinary loose and unpredictable profession and it seems to me that it's a good thing that there is someone trying to impose or negotiate a degree of regulation, even if it's just in terms of hours you work and lunch breaks and the desire for even the most ordinary acting job to be reasonably paid. I just think it's good that there's an organisation that can draw this very disparate band of brothers and sisters together to try to maintain good and safe and reasonable working conditions"***

Rowan Atkinson

---



*"It's good that there's an organisation that can draw this very disparate band of brothers and sisters together."*

ROWAN ATKINSON



## How you can help

If you find yourself working with someone aged 10 years or more who is not an Equity member, please encourage them to join. Application forms and recruitment materials are available from all our offices, see page 30 for contact details, or at

[www.equity.org.uk/join](http://www.equity.org.uk/join)

You can become an Equity Deputy or get involved with your local Equity Branch or stand for election to a committee or the Equity Council - more information on all of these is in this guide.

# Your Voice

**Equity is a membership-driven organisation. Members are at the heart of all the union's structures and they create our policies. There are lots of opportunities to take an active role in our community and we encourage you as a new member to do so:**

**Council.** The main policy forming body is the 31 strong Equity Council. Councillors are elected from the membership by the membership in elections every two years. All paid up full Equity members are entitled to both stand in elections and vote in them and please make use of your vote. The 31 seats cover general interest areas and specific sections such as Variety, Light Entertainment and Circus, Stage Management, Dancers and others, as well as Northern Ireland, Scotland and Wales and regional areas of England. The Council usually meets 12 times per year unless extra meetings are called to discuss important matters which may unexpectedly occur. Occasionally the Council issues Instructions To Members. This may happen during industrial disputes and such instructions are binding on all members.

**Officers.** The Equity President is an Equity member elected every two years and there are four other Officers. The two Vice Presidents and the Honorary Treasurer are members elected from the Council by the Council and the remaining Officer is the General Secretary who heads up the permanent staff. The General Secretary is elected every five years by the membership.

**Working parties and task forces.** Made up of Equity Councillors, other Equity members and staff, they invite in other people with specialist

knowledge to help in the work they are doing. Their purpose is to deal in-depth with specific areas of the industry. They look at trends and issues with a view to ensuring that Equity not only remains informed but can bring influence to bear on behalf of members on employers, governments and other public bodies.

**Committees.** We have a number of specialist advisory Committees made up of Equity members working with Equity staff. The committees concentrate on specific sections of the entertainment business and advising Council to create policy. The Industrial Committees also have the power to submit industrial claims to an employer and to settle these and they help create materials and information that is of help to the members they represent.

**Branches.** Members get together regularly at their branches around the country. Branches are created by demand from members and they provide a focal point. Members in branches share views and experiences: put proposals to the Council; organise social events; campaign; fundraise for local charities and generally keep in touch with what is going on. Equity Student members are also very welcome to go along and meet more established members and to join in branch activities. Members volunteer to take an active role as Branch Chair, Secretary, Public Relations Officer and other roles. Branch Secretaries also give local advice to local members and those who might be visiting the area.



*“Equity is my favourite network as through our branches I have learnt we can make things happen that benefit our career development and opportunities for work. If you get involved with Equity we as a collective, active membership can do so much more.”*

Tracey Briggs

**Regional Networks.** These are informal meetings of the Branch Secretaries within a specific region of England and the relevant Councillor to exchange information and discuss areas for collaboration. The networks cover the South West, Midlands, South East and Northern areas.

**Annual Representative Conference (ARC).** This takes place every year, usually in the Spring. It is held in London for two years running and then in a different part of the country (the members choose). It is the opportunity

## EQUITY COMMITTEES

### Equity Committees:

#### Industrial:

- ▶ Screen and New Media
- ▶ Stage
- ▶ Variety, Circus and Entertainers

#### Specialist Sub-Committees:

- ▶ Audio
- ▶ Dance
- ▶ Directors and Designers
- ▶ Opera Deputies
- ▶ Singers
- ▶ Stage Management
- ▶ Stunt Artists
- ▶ West End Deputies

#### Equality:

- ▶ Deaf and Disabled
- ▶ Lesbian, Gay, Bisexual and Transgender (LGBT)
- ▶ Minority Ethnic
- ▶ Women

#### National:

- ▶ Northern Ireland
- ▶ Scotland
- ▶ Wales

#### Other committees:

- ▶ International Artists' Freedom
- ▶ Young Members

for the Council and Representatives from the Committees and Branches to come together to propose and debate policy, and move forward the work of the union. Decisions that are passed at the ARC with a two thirds majority are binding on the union and become policy. Representatives are elected and the conference usually lasts for 2 days with the agenda being broken down into debates. Other members can attend the ARC as an Observer. Information on this is published in the Equity Magazine.

### *Annual General Meetings (AGMS).*

These are national and regional meetings, open to all members, at which the relevant Committee reports on their activities for the previous year. The union's accounts are presented along with an overview of Equity's work. There is often a guest speaker and always lively discussion along with the chance to meet other members. Motions from AGMs are sent to Council and/or the Annual Representative Conference, so these are another way for members to be heard.

*Equity's Organisers.* These are the full-time union officials who deal with

- industrial negotiations and Agreements
- advising members and employers
- disputes' resolution
- campaigning
- health and safety
- claims for individuals
- troubleshooting on behalf of members
- collaborating closely with our Branches and Committees.

Organisers meet hundreds of artists each year in their workplaces, at events and elsewhere. If you would like an Equity Organiser to have a cast meeting at your production please contact your nearest Equity office on page 30.

---

*"I'm an artist with a voice.  
That counts."*

Tim Walton

---





# Your Role

**Outside of the Council, Branches and Committees members get involved as active advocates for Equity and representatives in workplaces.**

## Equity Deputies

Equity Deputies or 'Deps' are members of Equity who agree to act as a contact point on matters that concern themselves and other members working on the same production. One of the first things that should happen on a production is a company meeting to elect the Deputy. After being chosen the Deputy should then contact Equity to introduce themselves and they should also inform the Company Manager.

Equity Deputies do a number of important things. They are on the spot to communicate any difficulties so that they can work with Equity and their fellow cast members to start dealing with problems before situations worsen. In addition, a Deputy recruits new Equity members and collects subscriptions. They are also a source of information on other issues. All opera Deputies automatically become members of the Opera Deputies' Committee. All Deputies on West End shows become members of the West End Deputies' Committee. All Deps are part of our online Deputies' Network.

Equity Deputies receive an information pack and contact details for their Equity Organiser. They also receive a commission payment on the subscriptions they collect and we hold an annual event for them.

If you are interested in being a Deputy then please contact our Live Performance

Department at Guild House or your nearest Equity office on page 30.

---

*"I had seen people being Deps on other shows and I was intrigued. I wanted to try to take responsibility for standing up for other people's rights"*

Keisha Amponsia Banson

---

## Equity Ambassadors

Equity Ambassadors are members based around the UK who talk about the union and its work to their colleagues, performing arts students and people starting out in the industry. They keep up to date with what Equity is doing and so can chat with non-members and members who may be a bit less informed about the union.

For some Ambassadors it has been a route into other areas of activity with the union e.g it was an Ambassador who brought us the idea of how to give younger members





*"I think you do feel you have achieved something by working for an organisation like Equity"*

JO BRAND  
(FORMER EQUITY COUNCILLOR)

a bigger voice, other Ambassadors have become Branch Secretaries, others have organised information drop-ins and open sessions, others stood for Council and Committee elections. If you are interested in being an Equity Ambassador please contact Louise Grainger at Guild House (page 30).

### **What about you?**

If you get fed up about working next to someone who is not in the union i.e professionals who are not members and yet get many of the advantages of working on Equity's hard won terms and conditions, then please help recruit them - pin an Equity postcard on a notice-board, pass on your copy of the Equity Magazine, put information in the green room or dressing rooms or canteen, or start a conversation about the benefits of

being in Equity, especially if the union has helped you either individually or as part of a cast. Such small actions take moments but add up to increasing Equity's visibility in the workplace - if you want materials for your workplace please contact our communications department (page 30).

---

***"I think you do feel you have achieved something by working for an organisation like Equity because you feel you have moved things forward and not only improving things for yourself but for other people as well. To the nervous people I'd say there's nothing to be nervous about. I met a lot of really nice people and found the whole thing really interesting".***

Jo Brand (former Equity Councillor)

---

# Your Support

As a member you can call on the union for help and advice. Equity staff located throughout the UK on page 30, have immense experience and knowledge of all areas of the business and are happy to give advice to members and their agents. We also provide a range of other services including:

## Pay and Conditions

Minimum terms and conditions across the entertainment industry and guidelines for work in areas where there are no representative bodies. Working under Equity terms is the best protection you can have. Members must discuss with us, before signing, contracts for any overseas work, including dance and cruises. We also advise members working on non-Equity contracts.

## Representation

We represent members individually or collectively in disputes with employers. We support members who take the lead on workplace issues.

## Legal and Welfare Support

Equity offers its members free legal advice and support in disputes over professional engagements including personal injury claims. We take on hundreds of cases per year on behalf of members. Contact your nearest Equity office if you need advice. We also provide members with free advice on National Insurance, taxation, benefits, pensions, welfare issues and discrimination, taking cases to tribunal level if needed, and have helped bring about precedent-setting decisions at both national and European levels. Call the Tax and Benefits helpline: 020 7670 0223 (Monday & Thursday)

---

*"I am delighted! Thank you to the legal team who represented me and many, many congratulations to Equity."*

Saffron Burrows

---

## Legal Help with Non-work Related Matters

In England or Wales you can register a personal injury claim: 0808 156 1449 (24hour freephone) or online at [www.equityinjuryclaims.org.uk](http://www.equityinjuryclaims.org.uk). In Scotland we have other services available - please call 0141 248 2472 for information. If you need assistance with personal legal matters such as wills or probate please call 020 7670 0225 for information.

## Medical Help

All Equity members and student members can contact the British Association for Performing Arts Medicine (BAPAM) on 0845 602 0235 or [www.bapam.org](http://www.bapam.org) to access free advice and specialist help with performance-related medical, dental and psychological problems. BAPAM also run assessment clinics around the country where experts in performance injuries will give consultations free to Equity members. Working with The Stage, Spotlight and BAPAM we have created an online resource to support mental well-being [www.artsminds.co.uk](http://www.artsminds.co.uk)

---

*"Equity has been incredible. They supported me from day one when I was in a hospital bed and had no idea how I was going to get by."*

Rachael Presdee

---

## Insurance and Pensions

Various insurance cover is automatically included in full Equity membership including Public Liability (PLI) of £10million and Accident and Backstage cover. Student members get £2million PLI. The Equity Members Pension scheme is the only one into which employers make contributions. We have a separate booklet about all the cover available from any Equity office (page 30), or contact First Act Insurance on 020 8686 5050 or visit [www.firstact.co.uk](http://www.firstact.co.uk)

## Royalties and Other Payments

Equity distributes hundreds of thousands of pounds each year in payments for the use of members' work in television and film re-runs, dvd and video sales and audio recordings. In order to ensure you don't miss out, please keep us informed of any change of address.

## Contract Enforcement

Where it is believed that there are outstanding royalties and/or residuals from productions made on Equity contracts, we investigate to recover these monies. Let us know if you think you are owed royalties or residuals by calling 020 7670 0249.

## Rights, Copyright and New Media

We monitor national and international developments in intellectual property rights, campaigning for adequate recognition of performers' statutory rights and implementing and supporting initiatives in this area.

## [www.equity.org.uk](http://www.equity.org.uk) and social media

The site is a gateway to the industry with news, campaigns, events and the Job Information Service and Directories and you

can pay your subs online. Equity is made up of thousands of creative people from every genre, age group and many cultures and you can share and benefit from each others' experience and support via our social media. Find EquityUK on Facebook, YouTube and Flickr and follow [@EquityUK](#) and [@equity\\_events](#) on Twitter. Use [www.equity.org.uk](http://www.equity.org.uk) to network directly with other members through the branches.

## Registers and Directories

Equity compiles and maintains a number of registers and directories. These are available to employers on [www.equity.org.uk](http://www.equity.org.uk) and you add/edit your entry in the relevant directory in the members area of the website. There are also Equity directories within Spotlight. Equity registers empower you to get involved in Committees etc. Keep your details up to date via the members' area of the website.

## Publications

The Equity Magazine is sent free to all members, keeping them in touch with Equity initiatives and activities. We also produce a wide range of other publications such as Annual Report, Equity Diary and many others which are available to members and within [www.equity.org.uk](http://www.equity.org.uk)

## Support Lines

We operate a variety of these including Tax and Benefits, Contacts (for people wishing to contact Equity members via their agents, usually for work purposes), Live Performance helpdesk and Recorded Media helpdesks. There is also a Bullying Reporting Line. All the numbers are listed on page 31 of this Guide.

*"I am delighted. Thank you to the legal team who represented me and many. many congratulations to Equity."*

SAFFRON BURROWS

### Training and Careers Advice

We run workshops, open to full and student members. There is training support for members of Committees and Branches. One-to-one careers' advice is also available at a reasonable cost. We have award-winning free training and resources via [www.feustraining.org](http://www.feustraining.org). For more details about training please call 020 7670 0214.

### Actors' Centre

We support the Actors' Centre in London which provide programmes of short courses in professional development. Equity members are eligible to apply to join the Actors' Centre, but have to satisfy their criteria. Call 020 7240 3940 for information.

### Equity Card

Being a member makes a positive statement about your commitment to your vocation and your place in the industry. Your Equity card is a universally recognised symbol of your status as a professional.

### Union Energy

The TUC has set up Union Energy to give union members a good deal on mains gas and electricity. The agreement is with Scottish Power to supply low cost gas and electricity to members. For further information call (free) 0800 094 9039 or see the website.

[www.unionenergy.co.uk](http://www.unionenergy.co.uk)

### Dance Passport

This enables dancers and choreographers who are paid up members of Equity to enjoy temporary protections and services from unions throughout Europe. For more information call 020 7670 0234.

### Networks

**Equity Dance Network:** for professional dancers in freelance and subsidised sectors who want to know more about rights and

improve things [www.equitydance.org](http://www.equitydance.org)

**Equity Models Network:** for professional models to provide an independent, collective voice in the industry.

<http://equitymodelsnetwork.org/>

### Charities

There are a range of industry charities but Equity set up two: the Equity Benevolent Fund and the Evelyn Norris Trust, which exist to help members in times of trouble. The Equity Benevolent Fund considers applications from Equity members who are suffering hardship, usually financial. The Benevolent Fund receives donations from a number of sources including bequests from individuals and money from charity performances and concerts.

Equity's Honorary Treasurer administers the Fund and you should put your request in writing, briefly explaining in what way the Fund can be of assistance to you.

*"I am most certainly aware of how valuable it is to have a strong union supporting claims."*

RONNIE CORBETT

The Honorary Treasurer, Equity, FREEPOST RTKS-BRUB-LYJR, Guild House, Upper St Martin's Lane, London, WC2H 9BR. Applications are treated in confidence.

The Evelyn Norris Trust takes applications from members and ex-members of the concert and theatrical profession towards the costs of:

- convalescence after illness or a recuperative holiday.
- adapting of homes to give help to the

disabled e.g. buying wheelchairs, adding rails etc.

- heating, telephone, and other bills for the elderly or infirm.

If you feel that the Trust could help you then please write outlining your circumstances, to The Secretary, The Evelyn Norris Trust, Plouviez House, 19-20 Hatton Place, London, EC1N 8RU or visit [www.equitycharitabletrust.org.uk](http://www.equitycharitabletrust.org.uk)

### External Organisations

Equity supports many other organisations which provide help specifically for performers from all areas of the business. Some of these other organisations include Dance UK, DramaUK, Council for Dance Education and Training, Acting for Others, BAPAM and Act for Change.

### Funeral Benefit

This is paid on the death of a full Equity member. Please contact Pauline Yip on 020 7670 0226.

### Digs List

This is available in the Members' Area of [www.equity.org.uk](http://www.equity.org.uk) or by calling 020 7670 0214. Entries on the list are supplied by members or digs providers and are not inspected by Equity officials.

### Your Professional Name

We reserve this as long as it is not used by another member. Names are crucial for the distribution of royalties and other payments and casting clarity.

### Discounts

Your Equity card gives you access to a range of discounts - the list is updated in [www.equity.org.uk](http://www.equity.org.uk)

### British Equity Collecting Society (BECS)

BECS was set up by Equity and is the UK's

collecting society for the rights of audio visual artists. BECS distributes funds from collective licences negotiated by Equity along with the statutory performers' rights for private copying, rental and other uses across the European Union. More than £70million has been distributed from these sources for film, television and radio performances. Signing up to BECS is free. For more information call 020 7670 0350 or visit the website:

[www.equitycollecting.org.uk](http://www.equitycollecting.org.uk)

---

*"BECS is an amazing service. I got a cheque from them yesterday. It's something that the union has had to fight for and I often think of all those people who made films before a certain date and didn't get anything. I am most certainly aware of how valuable it is to have a strong union supporting claims and putting people's thoughts and well-being in one place."*

Ronnie Corbett

---

### Bullying and Harassment

The creative industries "hotspots" of bullying, with incidents being recorded at all types of workplaces in the UK and Ireland. Managers, co-workers and colleagues have been identified as offenders.

Bullying can have a devastating effect. It is demoralising and despicable.

To help support members the Federation of Entertainment Union has produced the Creating Without Conflict guide for members dealing with bullying, harassment and discrimination in the entertainment and media industries which you can get by calling 020 7670 0214 or from the members' area of our website. Equity's team of industrial staff have a lot of experience of giving practical

support and advice to members facing bullying, harassment and/or discrimination in the workplace and you are encouraged to contact us about your situation. A full list of Equity staff and their areas of work is on page 30. In addition we have our Bullying Reporting Line where members can leave messages about what is happening and an Equity Organiser will contact them as soon as possible. Messages are checked daily, Monday to Friday. Tel: 020 7670 0268.

If you are in need of support or help with anxiety, stress or other health problems arising from your situation, then you might like to contact, in confidence, the British Association of Performing Arts Medicine [www.bapam.org.uk](http://www.bapam.org.uk) or 0845 602 0235.

Your doctor should also be able to advise you on medical or counselling support.

Other sources of support and help include:

- National Bullying helpline: 0845 2255787 [www.nationalbullyinghelpline.co.uk](http://www.nationalbullyinghelpline.co.uk)
- Samaritans: [www.samaritans.org](http://www.samaritans.org) or call 08457 90 90 90 any time day or night
- Rape Crisis England and Wales: 0808 802 9999 [www.rapecrisis.org.uk](http://www.rapecrisis.org.uk)
- Rape Crisis Scotland: 0808 801 0302 [www.rapecrisisscotland.org.uk](http://www.rapecrisisscotland.org.uk)
- Male sexual abuse survivors service: [www.survivorsuk.org](http://www.survivorsuk.org)



## Do you know a non-member?

Why not tell them about these and the other benefits of Equity membership.

If you have a positive experience of support from Equity please tell non-members about it.

Members encouraging other professionals to join Equity is one of the most effective ways of helping to keep the Union strong and visible.

Thank you

# Your Campaign

Equity is a campaigning union with a track record of successful lobbying of employers, governments and other bodies on a wide range of issues that affect you and the industry. We also work internationally through our International Committee for Artists Freedom (ICAF) and our membership of the International Federation of Actors.

Strong unions that actively campaign about issues that are important to members are better able to bring about change and achieving better industrial outcomes.

Often members are not aware of their power to influence decision makers particularly at local level and sometime lack the confidence or knowledge to act on issues are important to them. Equity is committed to supporting members in campaigning effectively and over

the years members around the country have started their own successful local campaigns with that support.

If you want to get more involved in a national or local Equity campaign then contact us for a copy of our Plan Your Campaign guide and get in touch with your local office or branch on pages 30 - 32 to talk about the issue, identify your objective, discuss ideas and decide tactics.

---

*“Organising and campaigning does take a bit of time and effort but if we are to protect our jobs, work places and artistic heritage it has to be worth it. Doing nothing is not an option.”*

Peter Rylands

---



## Register with the website

---

Go to: [www.equity.org.uk/registration](http://www.equity.org.uk/registration)

Follow the steps but please note:

**Equity number: include all the zeroes at the start but not the initial letter**

**Card ID: the number on the top right of your Equity card**

**Email: this must match the one we hold for you.**

**If you change your email, let us know.**

---



## Your next job?



Equity's Job Information Service is available to full Equity members who are up to date with their subscriptions. Housed in our Head Office it is run by our Job Information Officer who sources jobs across the entertainment industry.

**Hundreds of employers use the service to advertise hundreds of jobs.**

In 2014 the service posted 1501 jobs across the fields of acting, dance, singing, variety and creative team. Casting directors, theatre companies, circuses, cruise lines, ballet and contemporary dance companies, national and regional opera companies, film makers, role-play organisations, training institutions, theme parks and a range of other types of employers all use the service regularly. In a survey we undertook amongst the job providers 100% said they would recommend the service because they get great people from it. Make sure you don't miss out on paid work opportunities in your field.

### To use the service

Firstly, make sure you have registered to use the members' area of [www.equity.org.uk](http://www.equity.org.uk) (see box on left on how to do this)

- ▶ Go to [www.equity.org.uk](http://www.equity.org.uk) - the Jobs & Career section
- ▶ Go to Job Information Service
- ▶ Click on the purple box and log in
- ▶ Search the jobs by putting in a keyword and/or choosing a sector.
- ▶ Work includes acting, dance, singing, variety, circus and non-performing jobs e.g. stage management, theatre directing etc.
- ▶ You can apply for some jobs directly from the advert on the service.
- ▶ Information is added daily Mon to Fri.
- ▶ All work is paid but is not always on Equity contracts.

---

*"In this profession we are all vulnerable, it is so insecure and I think to have a union behind you is one thing you can rely on – your one piece of security – to help you out, to make sure your contracts are legal, to make sure that you get paid".*

Alison Steadman



# Your Safety

**We continually monitor health and safety legislation and provide guidelines for all members. Equity sits on the Joint Advisory Committee for Broadcasting and the Performing Arts, set up by the Health and Safety Executive. More than a quarter of all legal claims taken on by Equity concern accidents at work that should not have happened. If the accident is the result of employer negligence Equity will seek compensation for the member(s) involved.**

Theatres, clubs, studios, sets, locations and other performance spaces can be hazardous places to work. Employers, producers and venue owners have a legal responsibility for ensuring workplaces are safe, but you also have a legal duty to take care of yourself and others and to co-operate with any steps the employer, producer, venue owner takes to minimise risks. The following information is designed to help you identify hazards before they cause any harm and is a guide as to your responsibilities. If you have any concerns about safety please call one of the Equity offices listed on page 30.

## The Law

Under the Health and Safety at Work Act 1974 there must be a written health and safety policy at the venue which identifies the chain of responsibility and the arrangements concerning accident reporting, first aid, fire and safety.

The law emphasises the control of risk in workplaces and the idea of risk assessment which means an examination of what could cause harm and an evaluation of whether

sufficient precautions have been taken and what more could be done. Risk assessments apply to permanent, temporary and self-employed workers and consist of 5 steps that the employer should take:

- Identify the hazards.
- Decide who might be harmed and how.
- Evaluate the risks emanating from the hazards and decide if existing precautions are adequate or whether more should be done. If something needs to be done they should take the necessary action.
- Record the findings.
- Review the assessment at appropriate intervals and revise it as necessary.

The Health and Safety Executive and the local authority Environmental Health Departments are responsible for enforcing most health and safety legislation in workplaces. However, fire safety law is enforced by the fire authority and the police are responsible for investigating certain incidents such as road traffic accidents.

The law gives Equity Officials the right to act as Safety Representatives anywhere our members are working. This means they are entitled to inspect designated work-place areas and can investigate potential hazards, complaints by members and the causes of accidents, dangerous occurrences and diseases.

## Don't Take Risks

Don't take risks by agreeing to do work that is beyond your capabilities. Always ensure you have the right knowledge and experience for



the job. If you are required to do something that is beyond your experience it is the management's responsibility to provide you with adequate training.

If you are asked to do something which you believe is unsafe, don't do it before you have discussed with the director/producer why you think it is unsafe. If you prefer you can ask an Equity Organiser to do this on your behalf (page 30).

### Backstage Rehearsal

It makes sense to rehearse the way backstage from your dressing room to the stage or set so that you know a safe route and are aware of any technical obstacles, areas of reduced lighting and masking curtains. Take note of any changes in the set including changes to the floor surface and the location of electric cables. You should also rehearse finding your way around the area under performance conditions.

## Fire

Do not contribute to the causes of fire. Smoking should be restricted to agreed smoking areas. Always use ashtrays and do not leave cigarettes smoking. Do not create litter. It is illegal to either wedge open or block fire doors. Do not obstruct or move fire fighting equipment.

### Emergency Drills:

#### Fire

Make sure you know the procedure. Find out where the fire extinguishers are and if possible learn how to use them. If the fire alarm is raised you should go by the safest and most direct route to the assembly point. At the assembly point make contact with the person in charge so they can make an accurate and speedy roll call. If you discover a fire try to put it out without taking personal risk, or close all the windows and doors before evacuating. Immediately report the location of the fire to the most senior person in charge.

#### Bomb

Different hazards may be involved when there is a bomb warning so emergency evacuation procedures may not be the same as for fire. Certain aspects of the route or the assembly point may change, so make sure you are aware of any differences.

#### Other

Certain venues have procedures to deal with situations which have specific implications for the type of work that goes on there e.g. a power cut on a night shoot. You should familiarise yourself with these and ensure you follow instructions in the event of such an occurrence.

#### First Aid

The employer or venue owner has to provide adequate and appropriate first aid equipment

(an accessible first aid box is the minimum) and facilities, also ensuring that there is a First Aider available. Employers should tell you what and where the facilities are and identify the First Aider, but you should also take responsibility for finding out who this is in your place of work.

### Working Temperatures

Laws about working temperatures are not particularly helpful to performers. It is vital that you have reasonable temperatures to work in if injuries are to be avoided. What is classed as reasonable will vary according to factors such as the type of costume, physical activity and choreography. Your employer should ensure that all possible steps are taken to keep temperatures reasonably cool in hot weather and reasonably warm in cold weather and that draughts are kept to a minimum. If you think conditions are too hot or too cold ie unreasonable then you or your Equity Deputy should call your nearest Equity office for advice as legally you do not have the right to leave the workplace as a result of extremes of temperature unless there is a "serious and imminent danger."

### Props and Costumes

The age, size and physical fitness of the individual should be taken into account when hand props and costumes are designed, constructed and used. They should always be checked for rough edges, chips, loose material or other potential hazards before being used in order to prevent injury.

You should be aware that suppliers of articles and substances also have obligations (this includes designers as well as manufacturers) and this is important. If you wish to use things in an unusual way you should check with the suppliers and/or manufacturers for advice

about the possible consequences for health and safety.

### Security

No unauthorised person should be allowed in the stage or backstage areas or on set when technical work is taking place. No visitors should be allowed backstage before checking with the Stage Doorkeeper or security personnel. Make sure all your valuables are locked up.

### Working in Smoke or with Solvents

#### *Smoke*

If you are required to work in smoke make sure the smoke machine is in a ventilated area and that the minimum possible amount of smoke is used for the effect.

#### *Solvents*

These must be used with great care and where appropriate personal protection should be worn. Always ensure there is good ventilation.

### Working at Height

You should not be asked to work at height on sets or backstage unless specific safety

equipment is in place. Flying equipment for example, should be operated only by competent personnel and flying lines should always be kept tidy and clear of passageways. Flying pieces should be tied off correctly and correctly deaded when not in use.

### Dance Floors

These should be regularly checked and regularly maintained as poorly maintained floors can add to the risk of injury. If you are particularly interested in this area of Health and Safety then Dance UK publish a guide called Dance Floors: A Handbook. Call 020 7713 0730 for more information.

### Rakes

Always report to your Equity Deputy or Equity Organiser any steeply designed rake that is causing you discomfort. Warm-ups are recommended and you should take special care when working on a rake. If the rake is particularly steep management should employ a rake specialist who will supply you with appropriate warm-up exercises.



## Bullying and Violence

There is no specific legislation which deals with bullying or violence at work, for example they are not specifically covered in the anti-discrimination laws, unless you are being harassed because of your race, gender, disability or other protected characteristic. However employers have a duty under the Health and Safety at Work Act 1974 to ensure as far as is reasonably practicable the health, safety and welfare of all workers. Obviously you should neither cause nor contribute to such situations and you should report all cases to your nearest Equity office on page 30.

## Alcohol and Drugs

Drink and drug misuse at work can affect your own safety and that of those around you, and can result in you being dismissed. In addition your employer could call in the police if you are caught in possession of illegal drugs at work. You should contact Equity immediately if you are accused of alcohol or drug misuse at work or if your employer introduces alcohol and/or drug testing.

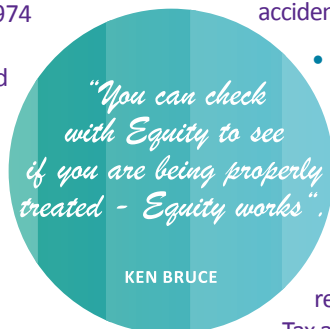
## Reporting Accidents

All accidents should be put in the Accident and Incident Book and in the Show Report. If you are injured you should contact Equity for advice and to get an Accident Insurance Claim Form. If you injure someone else during the course of your work you should be aware of the Equity Members' Public Liability Insurance which covers all members who are up to date with their subscriptions. More information is available from any Equity office and in the Members' Area of [www.equity.org.uk](http://www.equity.org.uk).

Near misses and unhealthy situations should also be reported to the senior person in charge and all incidents of violence must be reported to the employer or manager as well as to Equity.

In addition if you are injured at work:

- Keep your own written account of the accident plus details of any witnesses.
- Keep copies of any medical certificates and a note of any expenses incurred as a consequence of the accident.
- You may be eligible for State Benefits as a result of being signed off due to the injury or any resultant illness. Contact the Equity Tax and Benefits Helpline on 020 7670 0223 (Mondays & Thursdays) for advice.



## How to Avoid Accidents

You should put in sufficient warm-up time as this can help prevent injury. Be aware of any risks and never be afraid to report them. Potential hazards should be reported to the senior person in charge. Please see the checklist opposite for things to be aware of as a means of avoiding accidents.

To avoid accidents you should use this checklist:

- Do not undertake anything which is beyond your capabilities
- Make the director/producer aware of any special needs you may have due to a disability or medical condition.
- Make sure that anything that sticks out at head height and below are clearly marked and where necessary padded.

- All steps backstage should be clearly marked in white tape. All cables should be taped down and clearly marked.
- All passageways should be clear and clean with all cables marked or covered and taped. All backstage areas and passageways should be lit adequately.
- If holes in the floor are a design feature make sure you know where they are. As an extra safeguard a small ledge should be placed around the edge of each hole.
- Lots of accidents are caused by hazards created by untidiness. Props should be replaced on the tables provided. Floors should be cleaned and dried immediately after any spillage. All doors and exits to and from the stage should be clear. Do not leave litter anywhere.
- The person in charge should ensure that at closedown all working lights are switched off and all electrical appliances are turned off and unplugged (smoke machines, dry ice kettle, pyro control box etc).

All fires and other electrical equipment such as hairdryers should also be switched off and unplugged.

- All electrical equipment should be certified as safe.
- Make sure you know the emergency drills and escape routes and assembly points.
- If you are uncertain about the safety of your or others' working equipment refer the matter immediately to a senior person.



## Remember

**If you are worried about the safety of the conditions in which you are working,**

**Or if you are injured at work or rehearsal,**

**Or if you are facing bullying or harassment at work:**

**call your nearest Equity office listed on page 30.**

**24 hour, free personal injury helpline 0808 156 1440**

**[www.equityinjuryclaims.org.uk](http://www.equityinjuryclaims.org.uk)**



# Your Safety

## Electrical Equipment Safety

**Most portable electrical equipment is constructed to high safety standards, but the law says it must be regularly maintained to avoid risks to you, your colleagues or the public. The law on this area is the Electricity at Work Regulations 1989, which cover the maintenance of these appliances and require that equipment must be inspected and tested. It should always be tested by a qualified person such as an electrician.**

Entertainers have been injured and even killed from electric shocks whilst rehearsing or performing. Even a small electric current flowing through your body can kill you; the current necessary to light a 60 watt lamp is sufficient to electrocute 5 people simultaneously and one twentieth of an amp (50 milliamps) can cause pain, paralysis and upset of the heart beat. So take all necessary precautions to make sure your next performance is not your last.

### Identification of Equipment

Each item should carry an identification number. If the supply lead is attached it should be tested with the equipment, but if it is detachable it should be identified with the same number as its associated appliance. It is important that the supply and extension leads can be identified, or are traceable to a particular appliance and can therefore be regularly tested.

### Visual Inspection

This should take place every time the equipment is used. This is not formal testing and should be carried out by the user of the equipment. You should look for the following in a visual inspection:

- Check the plug for damage – is the case cracked or are the pins bent?
- The outer sheath of the supply cable should be secure where it enters the plug and equipment.
- Check inside the plug for loose terminals and cord grips.
- Check the supply cable for cuts or damage.
- Check the external casing of the equipment for damage.
- Check the equipment for loose parts or screws.
- Watch for signs of overheating.

NB high power amplifiers can get very hot and as most are fitted with thermal protection devices this will shut down the amplifier if it overheats which in turn can stop a performance. Therefore the ventilation around amplifiers should not be blocked by, for example, stacking other equipment on or near them.

If during a visual inspection there are any signs of damage or poor electrical standards you should not use the equipment until it has been made safe. You should record the results of your inspection on a visual inspection checklist and keep it with your records.

### Formal Inspections - Competence to Test

The person testing your equipment needs to have the correct knowledge and technical expertise. This should include the following:

- Adequate knowledge of electricity.
- Adequate experience of electrical work.





- Adequate understanding of the system to be worked on and practical experience of that class of system.
- Understanding of the hazards which may arise during the work and the precautions which need to be taken.
- Ability to recognise at all times whether it is safe for work to continue.
- Good knowledge of the required safety standards.
- Experience in interpreting the results of the tests.
- Ability to recommend the frequency of testing.

There will be a charge for testing. Certification of the equipment should show the tests undertaken, the results obtained, the date and

signature of the tester and you should keep this with your records.

#### Frequency of Testing

There are no absolute rules regarding the frequency of testing. Health and Safety Executive guidance notes advise “regular testing” and this is generally taken to mean testing once a year by a competent person. However conditions will vary depending on the type of use, the nature of the working environment and how much wear and tear the equipment gets, so more frequent testing may be necessary. You should always err on the side of safety.

Routine safety tests should show that the equipment’s original design and safety features are still operative and that it is still likely to remain safe until at least the next scheduled test date.

## Keeping Records

To prove you have complied with the Regulations you need to keep full and accurate records of test results and equipment details. If you have a lot of equipment and extension leads then you should put together a register. This should include the following details: identification number, description of the appliance, serial number, period between tests, location of equipment, details of the person who did the test.

## Residual Current Devices (RCD)

A RCD, also known as an earth leakage circuit breaker, is a gadget which when fitted to the electricity supply, can detect a very small leakage of current to earth. The RCD will automatically switch off the electricity so quickly that although a person may suffer a minor shock it should have no lasting effect. It is recommended that the sockets you

use, particularly for audio equipment, are protected by RCDs with a nominal tripping current of 30 milliamps (mA). The best place for a RCD is at the main switchboard or at the socket outlet itself. Owners or occupiers of premises may provide RCDs but if they do not you can use a RCD fitted plug or RCD

adaptor. If the RCD trips it is a sign that there is dangerous trouble.

Check it out and get the fault fixed by someone qualified to do so. Never bypass the RCD so that you can continue using equipment which may be faulty.

Please note that RCDs may not always be appropriate for lighting currents that have dimmer controls, so you should not have the lighting coming off the same circuit as the audio equipment which needs reliable RCD protection.

*"The current for a 60 watt lamp will electrificate 5 people simultaneously."*

HSE



# Health and Safety Contacts

## Health and Safety Executive (HSE)

Information line:  
0845 300 9923  
[www.hse.gov.uk](http://www.hse.gov.uk)

## Smoking problems

ASH (Action on Smoking  
and Health)  
0207 404 0242  
[www.ash.org.uk](http://www.ash.org.uk)

## Drug problems

National Helpline  
0300 123 6000  
[www.talktofrank.com](http://www.talktofrank.com)

## Alcohol problems

Drinkline  
0800 917 8282  
[www.drinkaware.co.uk](http://www.drinkaware.co.uk)

## Eating Problems

National Eating  
Disorders Association  
0800 931 2237  
[www.nationaleatingdisorders.org](http://www.nationaleatingdisorders.org)

## Bullied at work?

ACAS 0300 123 1100  
[www.acas.org](http://www.acas.org)  
Equity Reporting Line  
020 7670 0268

## Healthier Dancer Programme \*

020 7713 0730  
[www.danceuk.org/healthier-dancer-programme](http://www.danceuk.org/healthier-dancer-programme)

## British Association for Performing Arts Medicine\*

020 7404 5888  
[www.bapam.org.uk](http://www.bapam.org.uk)

## Insurance

First Act 020 8686 5050  
[www.firstact.co.uk](http://www.firstact.co.uk)

\* financially supported by Equity



## Remember

Always contact your nearest Equity Office on page 30,  
if you are unsure about any health and safety aspect of your  
working environment.

# Your Student Membership

*"I'm delighted that Equity is offering its experience and expertise to students. If only I could have joined when I was at college!"*

Tony Robinson

Congratulations on taking the opportunity to become a Student Member. If you know of people on your course who have not yet joined the union, please encourage them to sign up. The cost of Student Membership is £18.00. This includes your name reservation and one year's subscription.

Name reservation is important to help avoid confusion when you want to go into casting directories and for ensuring that royalties are paid to the correct person. Your subsequent annual subscription as a Student Member will be £18.00 per year and we will write to you when this falls due.

On graduation if you are on any recognised vocational course from a Drama UK school; on a course at a Council for Dance Education and Training (CDET) accredited school; theatre design course; studying singing at a music conservatoire; or on the Musical Theatre course at the Royal Academy of Music, you are entitled to move into full membership of Equity immediately on graduation.

There is a special application form which you must complete when you graduate or you can do it online at [www.equity.org.uk/join](http://www.equity.org.uk/join) and then **Option 4**. If you are not on one of these courses you can continue your student membership for up to two years

after graduating. As soon as you can provide proof of professional work you can move into full Equity, just contact us at the time or you can do it online at [www.equity.org.uk/join](http://www.equity.org.uk/join) and then **Option 1**. At the end of the two year period you must either move into full membership or lose your Student Membership.

On moving into full Equity there is a Student Member Discount on the cost of full membership.

Student membership is not the same as full Equity, but it has its own benefits.

## Website & Social Networking

Access to the Members' Area of [www.equity.org.uk](http://www.equity.org.uk). Keep in touch with EquityUK on Facebook, Twitter, YouTube and see what we are up to in our Flickr albums.

**Information** Regular information in the Equity Magazine plus extra information available to all Equity members such as the Equity Diary etc.

## Professional Name

Reserve your professional name as long as it is not already in use by any other Equity member.

## Discounts

Discounts on various items relevant to performers, e.g. entry to venues.

## Further Training

Eligibility to apply to join the Actors' Centre in London. Invitations to Equity events and free access to the our training programmes and resources. [www.feutraining.org](http://www.feutraining.org)





*"If young people don't join and the union fades in twenty years, this generation will be looking back and saying in the old days they had a union."*

BRENDA BLETHYN

### The Business

Talks from Equity staff going into dance and drama schools about the union and the industry, plus advice on contracts.

### Insurance

Student members automatically have £2million public liability insurance. You will be covered whilst participating in occasional amateur joint productions, profit share performance, rehearsals, and occasional professional performances whilst you are in full time performing arts education.

### Student Bursary Scheme

Two annual awards of £500. Students have to be in their final year of study and must be proposed by their tutors. Make sure yours know about it!

### Getting Involved

Welcome to attend our Annual Representative Conference, Equity Branch meetings and

Annual General Meetings where you meet established performers, producers, agents, film directors and other industry specialists. You can also join in rallies, campaigns, online petitions etc.

### Careers Advice

Equity careers advisors are available for one-to-one sessions at a reasonable cost. Visit the Jobs and Career section of [www.equity.org.uk](http://www.equity.org.uk) to find an advisor.

---

***"If young people don't join and the union fades in twenty years this generation will be looking back and saying "in the old days they had a union and they had deputies and they had rights" and all those things will have been lost. We can't allow that to happen"***

Brenda Blethyn

---

# Your Contacts

## OFFICES

---

### Head Office

Guild House  
Upper St Martin's Lane  
London, WC2H 9EG  
tel: 020 7379 6000  
[info@equity.org.uk](mailto:info@equity.org.uk)

## REGIONS AND NATIONS

---

### South East England

Will Holmes  
Head Office  
tel: 020 7670 0229  
[southeastengland@equity.org.uk](mailto:southeastengland@equity.org.uk)

### North West/North East England and Isle of Man

Jamie Briers, Max Beckmann,  
Mary Hooley, Andrew Whiteside  
Express Networks  
1 George Leigh Street  
Manchester, M4 5DL  
tel: 0161 244 5995  
[northeastengland@equity.org.uk](mailto:northeastengland@equity.org.uk)  
[northwestengland@equity.org.uk](mailto:northwestengland@equity.org.uk)

### Midlands

Ian Bayes  
Head Office  
tel: 020 7670 0232  
[midlands@equity.org.uk](mailto:midlands@equity.org.uk)

### South West England and Wales

Simon Curtis, Wayne Bebb,  
Mair James  
Transport House  
1 Cathedral Road  
Cardiff  
CF11 9SD  
tel: 029 2039 7971  
[southwestengland@equity.org.uk](mailto:southwestengland@equity.org.uk)  
[wales@equity.org.uk](mailto:wales@equity.org.uk)

### Scotland, and Northern Ireland

Lorne Boswell, Drew McFarlane,  
Marlene Curran  
114 Union Street  
Glasgow  
G1 3QQ  
tel: 0141 248 2472  
[scotland@equity.org.uk](mailto:scotland@equity.org.uk)  
[northernireland@equity.org.uk](mailto:northernireland@equity.org.uk)

## DIRECT LINES

---

(All emails are: initial+surname@  
equity.org.uk e.g. jbloggs@equity.  
org.uk)

## GENERAL SECRETARY'S DEPARTMENT

---

General Secretary  
Christine Payne  
PA, Natalie Barker - 020 7670 0255

### Policy Development

Louise McMullan - 020 7670 0260  
Equality and Diversity  
Hamida Ali - 020 7670 0273  
Finance Office - 020 7670 0230/27

## INDUSTRIAL DEPARTMENTS

---

### Assistant General Secretary

Stephen Spence  
PA, Natalie Barker - 020 7670 0255

## RECORDED MEDIA

---

### Head of Department & C4, C5, New Media & Games

John Barclay - 020 7670 0246  
Commercials & Singers & Stunts  
Tim Gale - 020 7670 0245  
BBC TV& Radio, Presenters &  
Walk-ons, ITV, Independents for  
ITV & Audio Artists

Cathy Sweet - 020 7670 0253  
Claire Hood - 020 7670 0252

Films & Contract Enforcement  
Laura Messenger - 020 7670 0249  
Recruitment & Retention

Shannon Burns - 020 7670 0244  
Senior Organising Assistant  
Nick Craske - 020 7670 0228

Organising Assistants  
Alex Moreau, Christine Blake  
& John Sailing  
020 7670 0247/48/54

**LIVE PERFORMANCE**

Head of Department & Opera,  
Dance

Hilary Hadley - 020 7670 0236  
PA, Beth Doran - 020 7670 0234  
West End Theatre, NT, RSC  
London Area Theatre, Tours,  
Virginia Wilde - 020 7670 0239  
Paul Fleming - 020 7670 0238  
Organising Assistant  
Caitlin Dunham - 020 7670 0240  
Low Pay, No Pay, Models &  
Independent Theatre  
Emmanuel de Lange  
020 7670 0237  
Variety & Circus  
Michael Day  
020 7670 0235  
Assistant Organiser  
Kevin Livgren  
020 7670 0216

**COMMUNICATIONS AND  
MEMBERSHIP SUPPORT**

Assistant General Secretary  
Martin Brown  
PA - 020 7670 0221  
Marketing, Events & Training  
Louise Grainger - 020 7670 0214  
Campaigns, Press & PR  
Phil Pemberton - 020 7670 0211  
Legal Claims  
Martin Kenny - 020 7670 0225  
Tax & Benefits Advisor  
Emma Cotton  
(Mon & Thurs) - 020 7670 0223

**MEMBER RECRUITMENT &  
MEMBERSHIP RELATIONS**

Head of Department  
Matt Hood - 020 7670 0266  
Assistant & Social Media  
Laura Sangster-Poole  
020 7670 0267  
Student Co-ordinator  
Charlotte Bence - 020 7670 0269  
Membership Records  
Linda Elves, Pauline Yip  
& Brenda Toussaint  
020 7670 0219/26/20  
Workplace Recruitment  
South  
Stephen Duncan-Rice  
020 7670 0272  
North  
Andrew Whiteside - 0161 244 5995  
South West & Wales  
Wayne Bebb - 029 2039 7971

**SUPPORT LINES**

Television Productions  
020 7670 0248  
Films & Commercials  
020 7670 0247  
General Recorded Media  
020 7670 0228  
Live Performance  
020 7670 0234/40  
Tax and Benefits  
020 7670 0223 (Mon & Thurs)  
Equality  
020 7670 0273  
Bullying Reporting Line  
020 7670 0268

Personal Injury Claims  
England and Wales  
0808 156 1440  
Scotland  
0141 248 2472  
Equity Benevolent Fund  
020 7670 0226  
Contact a Member's Agent  
020 7670 0210  
Mon-Fri, 2.00pm-5.00pm  
BAPAM  
Provides free health assessment  
clinics around the UK and advice  
for full and student members.  
[www.bapam.org.uk](http://www.bapam.org.uk)  
020 3585 1550  
BECS (collecting society)  
Audiovisual rights monies to UK  
performers  
[www.equitycollecting.org.uk](http://www.equitycollecting.org.uk)  
020 7670 0350  
PPL - Audio (music) monies to  
UK performers  
[www.ppluk.com](http://www.ppluk.com)  
020 7534 1000  
TV Usage Fee Calculator  
[www.usefee.tv](http://www.usefee.tv)  
Radio Usage Fee Calculator  
[www.radioustage.co.uk](http://www.radioustage.co.uk)  
[www.equity.org.uk](http://www.equity.org.uk)  
EquityUK on Facebook, Twitter,  
Flickr and YouTube.

# Your Network

Equity Branches are your local meeting place to discuss the industry, make friends, share insights and influence the direction of the union. Find your local branch at [www.equity.org.uk/branches](http://www.equity.org.uk/branches) or contact the Branch Secretary directly:

## GENERAL BRANCHES

.....  
**Brighton & Sussex**  
Susi Oddball  
tel: 07568 358 165

**Bristol & West**  
Joanna Courtney  
tel: 07796 696 568

**Cardiff & South Wales**  
Philip Rapier  
tel: 07769 682 251

**Central England**  
Marc Phillips  
tel: 07719 960 758

**Devon & Cornwall**  
Nigel Howells  
tel: 01392 833 088

**Dorset**  
Chris Gallarus  
tel: 01305 257 771

**East of Scotland**  
Catriona Joss  
tel: 07790 252 296

**Essex**  
Martyn Harrison  
tel: 01268 282 221

**Greater Manchester**  
David Cockayne  
tel: 07951 093 745

**Home Counties West**  
Will Holmes  
tel: 020 7670 0229

**Isle of Man**  
Colyn Aston-Vickers  
tel: 01624 625 465

**Kent**  
Marie Kelly  
tel: 07703 207 878

**Liverpool & District**  
Sheila Jones  
tel: 07765 912 892

**Northern Ireland**  
Vicky Blades  
tel: 07711 398222

**North & East London**  
Nicola Hawkins  
tel: 07912 371 588

**North East of England**  
Stephen McGuire  
tel: 01207 238 258

**North Lancs & Cumbria**  
Max Beckmann  
tel: 0161 244 5995

**North West London**  
Jimmy O'Rourke  
tel: 07815 174 279

**Oxford**  
Allan Webb  
tel: 07974 796 702

**South & South East London**  
Paul Valentine  
tel: 07818 403 375

**West & South West London**  
Freya Dominic  
tel: 07599 428 481

**Yorkshire Ridings**  
Robert D Kébo  
tel: 07544 074 711

## VARIETY BRANCHES

.....  
**Birmingham**  
Mandelea  
tel: 01530 223 893

**Blackpool**  
Chris Cotton  
tel: 07941 550 315

**Coventry & Leicester**  
Sheila Payne  
tel: 02476 717 424

**East Anglia**  
Peachy Mead  
tel: 01603 624 981

**East Midlands**  
Alan Jefferies  
tel: 01159 397 536

**Humberside**  
Christie Clifford  
tel: 07775 616 977

**Manchester & District**  
Yvonne Joseph  
tel: 0161 792 2035

**Merseyside**  
Les O'Neill  
tel: 0151 480 8056

**North East**  
Stephen McGuire  
tel: 01207 238 258

**N & W Yorkshire**  
Valerie Jean Mann  
tel: 0113 285 3848

**Northern Ireland**  
Roxanne James  
tel: 02890 623 274

**Scotland**  
Linda Rifkind  
tel: 0141 639 6969

**South Wales**  
Shelli Dawn  
tel: 01685 812 779

**South Yorkshire**  
Joy Palmer  
tel: 0114 264 4833

**Thames**  
Nick Putz  
tel: 020 8808 7903

**West of England**  
Mary Lane  
tel: 0117 373 0614





## How you can help

Branches are run by members for members and give you a voice in your union. They are not Equity Offices - please see page 30 for your staff contacts.

Check out your branch's pages on

[www.equity.org.uk/branches](http://www.equity.org.uk/branches)

Sign up to your branch today!

Contact your Branch Secretary listed on left  
or phone Equity Membership Records

020 7379 6000

If you want to set up a General Branch, talk to your  
Regional or National Organiser (page 30).

---

# Your Notes

---

# Your Notes

*I like being able to say I'm a member of Equity, it's like being part of a family, it gives some justification to what I do. It makes me feel, somehow, more professional.*

KEN BRUCE

*In this profession we are all vulnerable, it is so insecure and I think to have a union behind you is one thing you can rely on – your one piece of security – to help you out, to make sure your contracts are legal, to make sure that you get paid.*

ALISON STEADMAN

*Live performance is vital to the health and well-being of society and fundamental to the development of quality entertainment. Equity manages to bring together all sections of the industry.*

ROY HUDD

*The union has saved theatres and has fought for the survival of venues throughout the UK.*

TONY PARKIN

*It's the union to help and protect us. If you're not convinced, find out what you can do to change the situation. Have your say, it's your right as a member. It's your union.*

MICHELLE CORNELIUS

*Equity is the only force in the entertainment world to bring some order to the very uncertain lives of performers*

JUDI DENCH

  
**Equity**

Head Office  
Guild House  
Upper St Martin's Lane  
London  
WC2H 9EG  
Tel: 020 7379 6000

[www.equity.org.uk](http://www.equity.org.uk)

*be part of something big*